



City of Dublin

Office of the City Manager

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Memo

To: Members of Dublin City Council
From: Marsha I. Grigsby, City Manager *MB*
Date: September 19, 2013
Initiated By: Steve Langworthy, Director of Land Use and Long Range Planning
Re: Bridge Street District Zoning Regulations Evaluation and Update

Summary

Planning provided a memo to Council for the August 12, 2013 Council meeting outlining a proposed process and timeline for evaluating and updating the Bridge Street District Zoning Regulations. At that meeting, the chair of the Planning and Zoning Commission also communicated directly to Council with a proposed Commission-led review of the Code. The Commission and staff evaluation processes have since been combined. This memo provides an update of the Code evaluation process thus far.

Planning and Zoning Commission Review

At their August 22 meeting, the Planning and Zoning Commission discussed their areas of interest in reviewing the Code and outlined an intended order of review:

- 1) § 153.066 – *Review and Approval Procedures and Criteria*
- 2) § 153.065 – *Site Development Standards*
- 3) § 153.062 – *Building Types*
- 4) § 153.061 – *Street Types*
- 5) Other Remaining Code Sections

The Commission has scheduled two special meetings in September dedicated to the Code review process. This item has also been scheduled for review at the Commission's regular meetings.

The Planning and Zoning Commission began formal discussion of the Code on September 5, with an initial focus on Code Section 153.066 – *Review and Approval Procedures and Criteria*. Commission members expressed concerns with the current Administrative Review Team (ART) process and discussed potential alternatives for consideration. Planning has provided information about the ART review process and past ART approvals as requested by the Commission for consideration at their September 12 and September 19 meetings.

The Commission continued discussion of Code Section 153.066 at their September 12 meeting. The Commission discussed with Planning various issues with both the Commission (*i.e.* PUD) and Administrative Review Team (ART) processes with regard to the goal of creating an expedited and predictable review process. Commission members felt that additional opportunities for Commission review and public input for proposed development projects should be incorporated into the Code. Specifically, the Commission discussed the potential for a 'dual

track' review process, in which the Commission would review a project early in the process (*e.g.* Basic Plan) and determine whether the project should proceed through an administrative (ART) approval process, or should proceed through a Planning and Zoning Commission approval process. This would be based on the scale and complexity of the proposal along with other review criteria.

A version of this approach was considered during the original review of the Code in 2012. The Commission requested that Planning draft a revised version of Section 153.066 that incorporates the dual track concept along with other technical revisions identified by Planning. Discussion of potential amendments to this Code section is scheduled to continue at the September 19 Commission meeting. The Commission has indicated a desire to forward recommended amendments for this Code section for Council's consideration as soon as possible. The Commission will then proceed with evaluating the remaining Code sections.

Architectural Review Board Discussion

The Bridge Street District Code evaluation has been scheduled as a discussion item at the September 25 Architectural Review Board meeting. Planning will introduce the Code review and amendment process and invite Board members to provide feedback on items of interest related to the application review process and specific development requirements. Planning will gather information and draft potential Code amendments as requested by the Board.

Recommendation

Information only. Planning will provide additional information on the Code evaluation and update process as it proceeds, including potential amendments for consideration following the recommendation of the Planning and Zoning Commission and/or Architectural Review Board.